



KNIGHTDALE PUBLIC SAFETY COMMITTEE MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

March 16, 2016

The Knightdale Public Safety Committee met at 6:00 p.m. in the Council Chamber Room of Town Hall.

PRESENT: Councilor Randy Young, Councilor Mark Swan

ABSENT: No one.

Staff Members Present: Fire Chief, Tim Guffey; Police Captain, Tracy Solomon

Meeting called to order by Councilor Swan at 6:02pm.

ITEM I. APPROVAL OF MINUTES

**...Motion made by Councilor Swan to approve the minutes for February 17, 2016.
Motion seconded by Councilor Young and carried unanimously.**

ITEM III. NEW BUSINESS

A. Police Department Report

Captain Tracy Solomon

1. Review of 2016 First Quarter Crime Trends

Captain Solomon briefed committee members on the department's current crime trends including providing an overview comparison of year to date UCR Part I and Part II crime statistics from March 2015 and March 2016. Solomon also updated members on the department's progress toward its goal of maintaining Part I crimes below 460 incidents for fiscal year 2015 – 2016. Current number of Part I crime reported to the agency for FY, 310.

B. Fire Department Report

Chief Tim Guffey

1. Overview of Fire Department Manpower Needs - Review of the North Carolina Response Rating Schedule

Chief Guffey discussed current staffing levels including 10 fulltime employees, 15 limited service employees, and 30 volunteers. Chief also explained his intent to add 4 or 5 new volunteers to his roster.

Chief Guffey provided detailed information regarding ISO ratings and how a department's rating affects insurance premiums for residential, commercial, and industrial properties. Tim provided information on what factors an ISO rater uses when calculating a department's rating. The factors discussed included: the number of responding officers, engine and ladder truck response requirements,

and how an ISO rater calculates full time staff responders as compared to volunteer responders. He also provided information regarding penalties that may be sanctioned against a department should they be found noncompliant with their current rating.

Chief Guffey spoke about the *Two in/Two Out Rule* OSHA and NFPA Standard which requires there must be two firefighters outside before two firefighters can make entry into an Immediately Dangerous to Life and Health (IDLH) atmosphere.

In addition to the *Two in/Two Out Rule* being OSHA and NFPA standards, Chief Guffey references The National Institute of Standards and Technology, International City Manager's Association, International Association of Fire Chiefs, International Organization for Standards, and the National Fire Protection Association all of whom recommend a minimum of four or more responders to be on scene for any structure related fire scenarios.

Lastly, Chief Guffey spoke on statistical data related to The Knightdale Fire Department's personnel responses to fire scenes as well as some comparative data related to neighboring and similar sized municipalities.

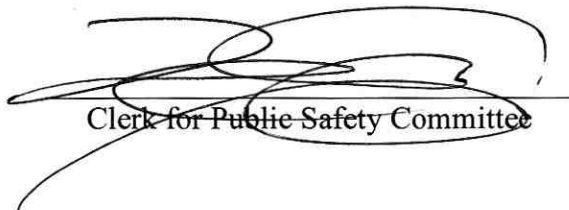
It was determined that the document compiled by Chief Guffey, *Manpower Issues within Knightdale Fire Department*, and its associated spreadsheet be disseminated to other council members for review.

ITEM IV. ADJOURNMENT

...Motion was made by Councilor Young to adjourn at 6:49pm. Motion seconded by Councilor Swan and carried unanimously.



Councilor Randy Young, Public Safety Committee Chairman.



Clerk for Public Safety Committee